

**Fairfax County Park Authority
Board Meeting
February 25, 2004**

A quorum being present, the Chairman convened the meeting at 7:45 p.m. at Park Authority Headquarters, 12055 Government Center Parkway, Fairfax, Virginia 22035.

Members Present:

Winifred S. Shapiro, Chairman
Jennifer E. Heinz, Secretary-Treasurer
Harold L. Strickland
Joanne E. Malone
Kenneth G. Feng
Frank S. Vajda
Kevin J. Fay
Georgette Kohler
Glenda M. Blake

Absent:

Gilbert S. McCutcheon, Vice Chairman
Edward R. Batten, Sr.
George Lovelace

Guests:

Leon Younger, Leon Younger and Pros
Gary Stewart, Woolpert, LLP

Staff Present:

Michael A. Kane, Director
Timothy K. White, Deputy Director
Barbara J. Gorski, Administrative Assistant

Charlie Bittenbring
Brian Daly
Cindy Messinger
Miriam Morrison
Judy Pedersen
Lynn Tadlock
Seema Ajrawat
Sandy Stallman
Kirk Holley
John Lehman
Thaddeus Zavora
Nick Duray
Sue Tibbetts
Jan Boothby

AGENDA CHANGES

Mrs. Shapiro noted that the Agenda had changed. Action Item - 6 was removed and Presentation Item -2 was added.

Mrs. Shapiro welcomed Glenda Blake, newly appointed Hunter Mill District representative.

PRESENTATION

P-1 Life Cycle Needs / Condition Assessment

Brian Daly presented the results of the Park Authority's Facility Condition Assessment Study that was completed in 2003. The study was contracted through Applied Management Engineering to provide an assessment of existing conditions in Park Authority facilities and make recommendations for repairs and life-cycling.

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P-2 Fairfax County Park Authority Needs Assessment - Final Report

The Needs Assessment Consultant Team, Leon Younger, of Leon Younger and PROS, and Gary Stewart, of Woolpert, LLP, presented their recommendations in the Needs Assessment Final Report that includes a 10-year Phased Capital Improvement Plan (CIP). Components of the report will be used to provide a framework for the 2004 park bond program, future bond programs, Comprehensive Plan amendments and future capital improvement and strategic planning decisions.

As a result of Board discussions after the presentation and during Board Matters, the Project Team was asked to review the various components of the report in preparation for public dissemination.

ADMINISTRATIVE ITEM**ADMIN-1. Adoption of Minutes - February 11, 2004, Park Authority Board Meeting**

Mrs. Shapiro stated that the minutes had been amended to reflect a change in ACTION-3 Capital Project Status, a copy of the amended portion of the minutes had been distributed to the Board.

Mr. Strickland **MOVED** that the Park Authority Board approve the minutes of the February 11, 2004, Park Authority Board meeting as amended; **SECONDED** by Mrs. Heinz. The MOTION was **APPROVED**, Messrs. McCutcheon, Batten and Lovelace being absent.

ACTION ITEMS**A-1 Approval to Apply to the 2004 Chesapeake Bay Small Watershed Grants Program for Hidden Pond Park and Nature Center**

Mr. Feng **MOVED** that the Board grant approval to apply for grant funds in the amount of \$3,426 from the 2004 Chesapeake Bay Small Watershed Grants Program for Hidden Pond Park and Nature Center; **SECONDED** by Ms. Malone. The MOTION was **APPROVED**, Messrs. McCutcheon, Batten and Lovelace being absent.

A-2 Approval to Apply for Grant Funds to Enroll Children from Local Shelters for the Homeless in Park Authority Summer Day Camps

Mrs. Heinz **MOVED** that the Park Authority Board approve staff recommendation to apply for grant funds from the George Preston Marshall Foundation in the amount of

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\$3,975 to enroll children from local shelters for the homeless in summer day camp; Mr. Feng **SECONDED** the motion. The MOTION was **APPROVED**, Messrs. McCutcheon, Batten and Lovelace being absent.

A-3 FY 2004 Third Quarter Budget Review - Fund 001, Park Authority General Fund

This item was reviewed by the Budget Committee on February 25, 2004, and approved for submission to the Park Authority Board.

Mrs. Heinz **MOVED** that the Park Authority Board approve submission of the FY 2004 Third Quarter Review for Fund 001, Park Authority General Fund, to the Department of Management and Budget; Mr. Feng **SECONDED** the motion. The MOTION was **APPROVED**, Messrs. McCutcheon, Batten and Lovelace being absent

A-4 FY 2004 Third Quarter Budget Review - Fund 170, Park Revenue Fund

This item was reviewed by the Budget Committee on February 25, 2004, and approved for submission to the Park Authority Board.

Mrs. Heinz **MOVED** that the Park Authority Board approve submission of the FY 2004 Third Quarter Review for Fund 170, Park Revenue Fund, to the Department of Management and Budget; Mr. Strickland **SECONDED** the motion. The MOTION was **APPROVED**, Messrs. McCutcheon, Batten and Lovelace being absent.

A-5 FY 2004 Third Quarter Budget Review - Fund 371, Park Capital Improvement Fund

This item was reviewed by the Budget Committee on February 25, 2004, and approved for submission to the Park Authority Board.

Mrs. Heinz **MOVED** that the Park Authority Board approve submission of the FY 2004 Third Quarter Budget Review for Fund 371, Park Capital Improvement Fund to the Department of Management and Budget; Mr. Strickland **SECONDED** the motion. The MOTION was **APPROVED**, Messrs. McCutcheon, Batten and Lovelace being absent.

CHAIRMAN'S MATTERS:

Mrs. Shapiro announced that the Board member committee assignments would be forthcoming.

DIRECTOR'S MATTERS:

- **FY 2005 Budget**

The County Executive presented his proposed FY 2005 Budget to the Board of Supervisors on Monday, February 23. Public hearings on the FY 2005 Fiscal Plan have been set for March 29, 30, and 31, at 7:30 p.m. The Board has scheduled the budget markup session for Monday, April 19, at 10 a.m. The formal adoption of the budget is scheduled for Monday, April 26, at 10 a.m.

- **Update on Use of Langley Fork Park by Potomac School**

At the February 11 Board meeting, an item was approved for an Interim Use Agreement with Potomac School to use Langley Fork Park as a student transfer site for six months. Since then, the National Park Service has determined that this is not a use they will allow under the agency's existing special use permit. The National Park Service Superintendent, Audrey Calhoun, is looking into other options to allow Potomac School's use of the park.

- **Park Authority Employees Recognized for Longevity**

On Friday, February 20, the annual ceremony for longevity awards was held at the Government Center. The Park Authority was well represented at the ceremony. A list of employees with 20 or more years of service follows:

30 Years

Americo C. Camacho
Gregory S. Phipps
Michael C. Riersen

25 Years

Elmer E. Crippin
Michael F. Johnson
Michael A. Kane
Robert H. McCraw
Miriam C. Morrison
Douglas A. Petersen
William C. Reid
Mark A. Rogers
Gary B. Roisum
Patricia C. Shelton
Robert A. Studholme

20 Years

Amy A. Clayton
Ferlin G. Mathews
Michael K. McDonnell
Jeanne A. Niccolls
Gary A. Temple
Alfonso E. Vayra

- **2004 Resource Management Stewardship Awards**

On Tuesday, March 9, the Resource Management Division will host the 2004 Stewardship Awards at the Great Falls Grange from 11:30 a.m. to 1:30 p.m. This award ceremony is held annually to recognize outstanding staff performance.

BOARD MATTERS:

- Mrs. Heinz presented an update of the public meeting held at Lorton Station Elementary School on February 21 for the reuse of Laurel Hill Central Maximum Security Facility. She reported that the meeting was not very positive, however, there was no mention of acquiring park land to make the reuse area more financially viable. The Lorton community, which is

very vested in this property, was very vocal about their concerns regarding any additional residential use in this area. Mrs. Heinz described the meeting as a two-hour debate between Tim Sargeant, chair of the Laurel Hill Adaptive Reuse Citizens Task Force, and the various community members, whose main concern is that the Comprehensive Plan does not call for residential or retail use of the site.

Mrs. Heinz noted that there is another meeting on Saturday, February 28, at 9 a.m. at Silverbrook Elementary School, and that Tim Sargeant will make a presentation to the Board on March 10.

Mrs. Heinz commended Kelly Davis and John Pitts for staying on top of the project.

- Mr. Strickland reported that he had received some excellent support and participation from staff in regard to a couple areas. The Cub Run Watershed Management Team met recently and the Park Authority was represented by Cindy Messinger, Leon Nawojchik, and Heather Melchior from the Resource Management Division, and by John Pitts and Mark Holsteen from the Planning and Development Division. Mr. Strickland received comments from Supervisor Frey about the great support and the interest from the Park Authority.

Mr. Strickland also thanked Charlie Bittenbring for responding to a constituent on a user issue at one of the RECenters. The constituent felt that Charlie had handled the situation well and is looking forward to the conclusion and other goals to be met.

Mr. Strickland thanked Mr. Kane for attending a meeting with Supervisor Frey, Ed Long, Len Wales and representatives from the County Attorney's office regarding the financing of the Cub Run Field House.

- Mrs. Malone asked that her comments in the Board Matters section minutes of the February 11 meeting regarding the open house for the Nottoway Park Master Plan Revision be changed. The minutes stated that "the Park Authority was successful in re-educating (the attendees) and dispelling some of the information that was circulating." Mrs. Malone requested that phrase "was successful in" be changed to "attempted to."

Mrs. Malone reminded the Board that the 3rd Annual Cross County Trail Caucus would be held on Thursday, February 26, at 7:30 p.m. at Woodson High School.

- Mr. Feng thanked staff for preparing the 2232 for Popes Head Estates Park, and appreciated their efforts in keeping the project on time.

Mr. Feng continued discussions regarding the consultants Needs Assessment - Final Report. Mike Kane stated that he would like to work with staff to bring the document back to the Planning and Development Committee after discussion as to how to approach the distribution of the information.

- Mr. Vajda expressed his concerns regarding the consultants Needs Assessment - Final Report.

Mr. Vajda noted that he had spoken with Nancy Brumit. She had a successful hip operation, is now at home, is doing well, and sends her regards.

- Mr. Fay reported that Supervisor Joan Dubois organized a Field Operations Task Force and that the first meeting was held during the week of February 15. Mr. Fay extended his appreciation to Brian Daly and John Pitts for their participation. He stated that this meeting could become a good outline of how to have some of these conversations around the county. The task force indicated that it would meet over a six-month period with citizen representatives and athletic groups.

Mr. Fay also expressed his concern regarding the management portion of the report, wherein the Board continued its discussion. Mr. Kane reminded the Board that the report is a public document.

- Ms. Kohler had no comments.
- Glenda Blake suggested that when the Needs Assessment Report is disseminated to the public that the language be user-friendly so the report is easy to understand, and to think about diverse languages.

COMMITTEE REPORTS AND SPECIAL ASSIGNMENTS

(On February 11, 2004, Mrs. Shapiro filled the vacant chairs of the Budget and Resource Management Committees. On February 25 Mrs. Shapiro announced that committee assignments would be forthcoming.)

STANDING COMMITTEES

Administration and Management Committee

Chairman: Mrs. Heinz

Members: Ms. Malone and Mr. Feng

Staff: Miriam C. Morrison, Division Director for Administration

Mrs. Heinz, chairman of the Administration and Management Committee, reported that the next committee meeting would be announced.

Budget Committee

Chairman: Ken Feng

Members: Ms. Malone, and Mr. Feng,

Staff: Miriam C. Morrison, Director, Administration Division

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Mr. Feng, Chairman of the Budget Committee, announced that the minutes of the February 25, 2004, meeting would be forthcoming. The next Budget Committee will be held on March 10 immediately following the Board meeting.

Planning and Development Committee

Chairman: Mr. Strickland

Members: Mrs. Heinz, Ms. Malone, Ms. Minton, and Messrs. McCutcheon, and Vajda

Staff: Lynn Tadlock, Director, Planning and Development Division

Mr. Strickland, chairman of the Planning and Development Committee announced that the minutes of the February 4, 2004, meeting would be forthcoming. The next committee meeting will be held on March 3, 2004, at 6:30 p.m.

Park Operations Committee

Chairman: Ms. Malone

Members: Mrs. Heinz, and Messrs. McCutcheon, Strickland, and Vajda

Staff: Brian Daly, Director, Park Operations Division

Ms. Malone, Chairman of the Park Operations Committee, reported that copies of the January 7 and February 4, 2004, would be forthcoming. The next committee meeting would be announced.

Resource Management Committee

Chairman: Mr. Feng

Members: Ms. Malone, and Messrs. McCutcheon, and Strickland

Staff: Cindy Messinger, Interim Director, Resource Management Division

Mr. Feng, Chairman of the Resource Management Committee, reported that the next meeting is tentatively scheduled for March 3, 2004, at 4 p.m.

Park Services Committee

Chairman: Mr. McCutcheon

Members: Mrs. Heinz and Mr. Vajda

Staff: Charlie Bittenbring, Acting Director, Park Services Division

Mrs. Shapiro, Chairman ex-officio of the Park Services Committee, announced that the next committee meeting is scheduled for March 3, 2004, at 5 p.m.

Laurel Hill Ad Hoc Committee

Co-Chairmen: Gilbert S. McCutcheon and Jennifer E. Heinz

Members: Park Authority Board

Staff: Lynn S. Tadlock, Director, Planning and Development Division

Jennifer Heinz, co-chair of the Laurel Hill Ad Hoc Committee announced that the next committee meeting would be held on March 3, 2004, at 5:30 p.m.

As there were no objections from the Board, Mrs. Shapiro entertained a **MOTION** to approve the Closed Session Minutes of February 11, 2004, without discussion; Mr. Vajda so **MOVED**. Mrs. Heinz **SECONDED** the motion. The **MOTION** was **APPROVED**, Messrs. McCutcheon, Batten, and Lovelace being absent.

ADJOURNMENT

At 9:40 p.m. Mr. Strickland **MOVED** that the Park Authority Board meeting be adjourned; **SECONDED** by Ms. Malone. The motion was **APPROVED**, Messrs. McCutcheon, Batten, and Lovelace being absent.

Jennifer E. Heinz
Secretary-Treasurer

Minutes Approved at Meeting
On February 25, 2004

Michael A. Kane, Director

Park Authority Board Minutes prepared by

Barbara J. Gorski, Administrative Assistant